

**Queensborough Community College
City University of New York
Academic Senate Committee on Assessment and Institutional Effectiveness**

Minutes of May 11, 2016

12:15PM

L-312

PRESENT: Linda Meltzer; Arthur Corradetti; Sunil Dehipawala; Andrea Salis; Franca Ferrari-Bridgers; Changiz Alizadeh; Ian Beckford; Maurizio Santoro; Mark Schiebe; Tammi Rothman

ABSENT: Georgina Colallilo; Simran Kaur (on Fulbright leave); Joseph Goldenberg

The agenda of the meeting:

- Approval of the Minutes of the last meeting
- Old Business – Review revised Y/E Report Assessment Rubric and Teaching Departments for Consolidating issues on assigned Teaching Departments (raised with Provost Paul Marchese)
- New Business – Planning for Annual Report – Due September 2016
- Vote for Chair(s)
- Our Charge on the Committee on Assessment and Institutional Effectiveness

Meeting minutes from April 13 were approved.

We welcomed Dr. Maurizio Santoro as a new member to the Committee.

The description of the Committee's charge was included on the agenda for review.

Adjustments were made to the revised teaching department assessment rubric. The rubric will be shared with Provost Paul Marchese and Academic Department Chairs.

It will be helpful for Department Chairs to have the rubric when they are compiling the department year-end report to know what the Committee reviews in those reports.

The Committee Co-Chairs will work on the Committee Annual Report to be submitted to the Academic Senate Steering Committee. A prior year's annual report was shared as a model for preparing the current year's report.

Linda Meltzer and Andrea Salis were unanimously elected by the Committee to serve as Co-Chairs in AY2016-17.

Next Meeting, Wednesday, Sept 7 at 12:15PM Room TBD

Meeting adjourned at 1PM